

**REAL ESTATE APPRAISER
APPLICATION ADVISORY COMMITTEE
SEPTEMBER 1, 2009**

PRESENT: Donald Chudnow, Gary Gruenisen, Frank Hopp, Thomas Kneesel,
Gregory Landretti, Lawrence Nicholson, Ursula Volk

EXCUSED: Lynn Gregorash, David Wagner

STAFF PRESENT: Tom Ryan, Bureau Director; Ruby Jefferson-Moore, Legal
Counsel; Kimberly Wood, Bureau Assistant, Kelly Niesen,
Credentialing Processor and other DRL staff

GUESTS: None.

OPEN SESSION – CALL TO ORDER

Frank Hopp, Chair, called the teleconference meeting to order at 10:07 a.m. A quorum of seven (7) members was present.

ADOPTION OF AGENDA

MOTION: Gregory Landretti moved, seconded by Donald Chudnow, to approve the September 1, 2009 agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES (JUNE 18, 2009)

MOTION: Donald Chudnow moved, seconded by Gary Gruenisen, to approve the minutes of June 18, 2009 as published. Motion carried unanimously.

**ADMINISTRATIVE REPORT
TOM RYAN, BUREAU DIRECTOR**

Tom Ryan announced that the Committee may need to conduct elections at its next meeting in order to know the numbers for a training the Department will be holding for Board Chairs and Vice Chairs. It was not known at this time if this training will include Committee officers. Tom Ryan will follow-up on this item and report to the Committee at a future meeting.

Storage of Narrative Appraisals – Board Discussion

A concern was raised relating to lack of space for the storage of documents. State and Federal laws require retention of files for five years. The Committee discussed ways to address storage issues and inquired about receiving initial appraisal reports electronically in lieu of paper files.

MOTION: Gary Gruenisen moved, seconded by Greg Landretti, to request that the Department consider the acceptance of appraisal reports electronically. Motion carried unanimously.

DISCUSSION AND APPROVAL OF APPROPRIATE STANDARDS TO BE USED IN THE REVIEW PROCESS

Uniform Standards of Professional Appraisal Practice (USPAP)

The Committee discussed a question regarding requirements about the use of MLS photos vs. a photo taken by an appraiser and the disclosure of this fact in an appraisal report. Discussion of how to address MLS photos without an original photo taken by the appraiser, as it could be construed as misleading, ensued. The Committee decided to use coaching comments to address this type of issue in future.

Supplemental Appraisal Standards

None.

Use of Forms

None.

Review Procedures

None.

DISCUSSION OF APPRAISAL STANDARDS BOARD REVISION OF USPAP FOR THE 2010-2011 FINAL DRAFT

Ruby Jefferson- Moore reiterated that the revisions to the 2010-2011 USPAP have been approved by the Appraisal Standards Board and that USPAP will likely be released in October and will be effective January 1, 2010. The Committee requested a review of the Appraisal Standards Board's approved revisions to USPAP at its next meeting.

LEGISLATION AND ADMINISTRATIVE RULES

None.

MISCELLANEOUS INFORMATION/CORRESPONDENCE

None.

INFORMATIONAL ITEMS

The Committee reviewed and briefly commented on the Appraisal Institute's model legislation regarding the regulation of appraisal management companies. The Committee indicated that it would like this topic to be added to the next agenda for the purpose of discussion.

CLOSED SESSION

MOTION: Gary Gruenisen moved, seconded by Lawrence Nicholson, to convene to Closed Session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; to consider licensure or discipline (s. 19.85(1)(b), Stats.; to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats. Motion carried by roll call vote: Donald Chudnow-yes; Gary Gruenisen-yes; Frank Hopp-yes; Thomas Kneesel-yes; Gregory Landretti-yes; Lawrence Nicholson; and Ursula Volk-yes.

Open Session recessed at 11:06 a.m.

RECONVENE TO OPEN SESSION

MOTION: Donald Chudnow moved, seconded by Gary Gruenisen, to reconvene into Open Session at 1:13 p.m. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

**REVIEW AND CONSIDERATION OF APPRAISAL EXPERIENCE AND
APPRAISAL REPORTS FOR THE FOLLOWING APPLICANTS OR ANY
MAILED OR RECEIVED AFTER MAILING OF AGENDA**

**CASEY GILL
CERTIFIED GENERAL**

MOTION: Lawrence Nicholson moved, seconded by Ursula, to recommend that the Department approve Casey Gill's appraisal reports as submitted. Motion carried unanimously.

**KEVIN GRANT
CERTIFIED RESIDENTIAL**

MOTION: Gary Gruenisen moved, seconded by Thomas Kneesel, to recommend that the Department deny Kevin Grant's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

**TYSON HALL
CERTIFIED GENERAL**

MOTION: Gregory Landretti moved, seconded by Donald Chudnow, to recommend that the Department approve Tyson Hall's appraisal reports as submitted with coaching comments. Motion carried unanimously.

**ERIC HANSEN
LICENSED**

MOTION: Lawrence Nicholson moved, seconded by Gregory Landretti, to recommend that the Department deny Eric Hansen's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

**KRISTA KRUGER
LICENSED**

MOTION: Donald Chudnow moved, seconded by Gary Gruenisen, to recommend that the Department approve Krista Kruger's appraisal reports as submitted with coaching comments. Motion carried unanimously.

**PAUL LINDSTROM
LICENSED**

MOTION: Ursula Volk moved, seconded by Donald Chudnow, to recommend that the Department approve Paul Lindstrom's appraisal reports as submitted with coaching comments. Motion carried unanimously.

**ERIC MATTHEWS
LICENSED**

MOTION: Ursula Volk moved, seconded by Gary Gruenisen, to recommend that the Department approve Eric Matthews' appraisal reports as submitted. Motion carried unanimously.

**RUSS MURPHY
AQB**

MOTION: Gary Gruenisen moved, seconded by Lawrence Nicholson, to recommend that the Department deny Russ Murphy's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

**JENNIFER OGDEN
CERTIFIED GENERAL**

MOTION: Donald Chudnow moved, seconded by Gregory Landretti, to recommend that the Department approve Jennifer Ogden's appraisal reports as submitted. Motion carried unanimously.

**THOMAS PHILLIPS
LICENSED**

MOTION: Gary Gruenisen moved, seconded by Gregory Landretti, to recommend that the Department deny Thomas Phillips' appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

**JOHN PTAK
CERTIFIED RESIDENTIAL**

MOTION: Thomas Kneesel moved, seconded by Donald Chudnow, to recommend that the Department approve John Ptak's appraisal reports as submitted with coaching comments. Motion carried unanimously.

**CHAD SCHEMEHORN
LICENSED**

MOTION: Gary Gruenisen moved, seconded by Gregory Landretti, to recommend that the Department issue a notice of intent to deny Chad Schemehorn's appraisal reports subject to receipt of three (3) recent (2009) reports that comply with USPAP and other requested information subject to approval by the reviewing appraiser. Motion carried unanimously.

**MARGARET SCHROEDER
CERTIFIED RESIDENTIAL**

MOTION: Donald Chudnow moved, seconded by Lawrence Nicholson, to recommend that the Department deny Margaret Schroeder's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously. SR 1-4 (b)

**JENNIFER SIMPSON
CERTIFIED RESIDENTIAL**

MOTION: Gary Gruenisen moved, seconded by Ursula Volk, to recommend that the Department approve Jennifer Simpson's appraisal reports as submitted with coaching comments. Motion carried unanimously.

**JACQUELYN VOTSIS
LICENSED**

MOTION: Gary Gruenisen moved, seconded by Donald Chudnow, to recommend that the Department deny Jacquelyn Votsis' appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

PUBLIC COMMENTS

None.

ADJOURNMENT

MOTION: Gary Gruenisen moved, seconded by Thomas Kneesel, to adjourn the meeting at 1:22 p.m. Motion carried unanimously.

NEXT MEETING: OCTOBER 22, 2009